

ADMINISTRATIVE - INTERNAL USE ONLY

OIT-0612-86

17 JUL 1986

MEMORANDUM FOR: Chief, New Building Project Office, OL

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FROM:



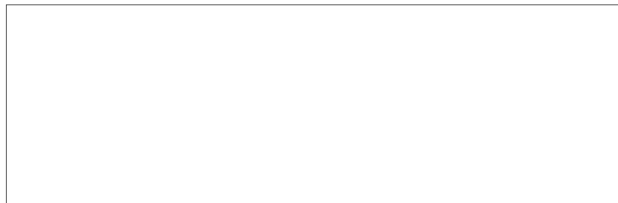
Chief, New Building Communications Program
Office, OIT

SUBJECT: Beneficial Occupancy of the New Headquarters
Building

1. This memorandum provides confirmation to you that we are now using the new "best estimate" BOD of 1 September 1987 for the core area and North Tower, and 1 November 1987 for the South Tower of the new building. We realize that these dates are unofficial, but for financial and manpower planning reasons, we cannot continue to use the 1 January 1987 date and present a believable milestone chart. Our contractors must staff their work and plan for long lead time procurements based on a revised schedule as well.

2. Please advise us when a true negotiated BOD is confirmed in case further adjustments are necessary. We would appreciate notification as soon as possible after that date is established.

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